

UNAPPROVED MINUTES
ARTS COMMISSION
CITY OF MILPITAS

Minutes: Special Meeting of the Arts Commission (AC)
Date of Meeting: Monday, November 28, 2005
Place of Meeting: Milpitas Community Center, 457 E. Calaveras Blvd.

I. Call to Order The Chair called the meeting to Order at 7:00pm

II. Phantom Art Gallery Opening

The Commission hosted Milpitas Residents, Sandra Askin and Alice Woodrow's Phantom Art Gallery Exhibit, Art Creates Friendship. Mrs. Askin and Mrs. Woodrow thanked the Commission and the City of Milpitas for the opportunity.

III. Flag Salute The Chair led the Commission in the Pledge of Allegiance

IV. Roll Call Commissioners Present: Ettinger, Foulk, Hicks, McGuire, Ogle, Rabe and Alternates Aragon and Butler

Commissioner Absent: Hays

City Staff Present: Recreation Services Supervisor, Kathleen Yurchak, Community Enrichment Coordinator, Renee Lorentzen

City Council Liaison Present: Council Member Giordano

V. Seating of Alternates

The Chair sat Alternate Butler in Commissioner Hays Absence.

VI. Approval of Agenda MOTION to approve the Agenda for November 28, 2005.

M/S: Hicks/Ettinger Ayes: All

VII. Approval of Minutes MOTION to approve the Minutes of October 24, 2005.

M/S: Hicks/Ettinger Ayes: All

VIII. Citizens Forum No members from the audience wished to speak.

IX. Announcements Correspondence

Commissioners announced the following current and upcoming art shows:

- De Young Museum – San Francisco – Egyptian Exhibit (Current)
- African Oral History – San Francisco (Current)
- Cresh Exhibit – Palo Alto – Nativity Scenes (December 7th)

Coordinator, Renee Lorentzen, announced that she would pass around the volunteer sign-up sheet for the 05-06 CASP Events. She stressed the importance of attending the events they are signed up for, as it is important to the Commission and the grantees that they attend and observe.

X. Old Business

1. Work Plan

No Commissioners had anything to report.

a specific program. The Commission asked what the money should go towards. Staff explained that the band members currently pay tuition that goes to their instructor fees, so the money could be well spent on music, or miscellaneous supplies.

MOTION to donate Tea in the Tree monies to the Milpitas Community Concert Band, to be used towards the purchase of supplies.

Commissioner Ogle stated that the Milpitas Camera Club President, Ted Armstrong, has offered all proceeds the Camera Club receives for taking pictures at the event be given to the Arts Commission for their cause.

3. Create a Letter of Interest to Determine the City's Interest in Planning for a Performing Arts Center

The Commission reviewed the enclosed draft letter from Chairperson Bill Foulk to City Manager, Charles Lawson. Commissioner Ettinger made a small correction paragraph II, 2nd sentence, to add "to" after "prior."

Commissioner Rabe stated that the letter was premature and that the Commission shouldn't send anything before they have done more research.

MOTION to send the amended letter to the City Manager.

M/S: Ogle/Hicks

Ayes: Butler, Ettinger, Foulk, Hicks, McGuire, Ogle,

Nays: Rabe

XI. Staff Reports

Supervisor Yurchak announced the following upcoming Special Events:

- Tree Lighting Ceremony – December 1st – 7pm – Milpitas City Hall
- Milk and Cookies with Santa – December 10th – 11am - MCC
- Tea in the Trees – December 10th – 4pm – City Hall Rotunda
- CASP Hiyas Philippine Folk Dance – December 3rd – 3pm - MCC

XII. Liaison Reports

1. City Council

City Council Liaison, Giordano announced the following:

At the November 1, 2005, Council meeting:

- Approved the Heritage Tree Program
- Accepting the City's Financial status report – over 1million dollars as previously projected
- Approved the adoption of "no smoking" in parks and public events

At the November 15, 2005, Council meeting:

- Presentation of Neighborhood Beautification Awards
- Approved tentative map of new condos located at S. Main and Montague Expy.
- Approved portion of Weller/Winsor Lane for new Library construction
- Approved low income senior housing proposal from Senior Housing Solutions

Council Member Giordano explained this company purchases a single family home in the area and converts it into Senior Living where several Milpitas Seniors will be able to live at a reduced cost.

CITY OF MILPITAS
ARTS COMMISSION

BYLAWS

The Milpitas City Council established the Arts Commission on July 6, 2000.

Section 1. Purpose

The Arts Commission is established by Ordinance No. 226.2 and works in an advisory capacity to the City Council on matters pertaining to supporting and promoting the Arts in the City of Milpitas

Section 2. Membership

The Arts Commission is composed of seven (7) members (one of which is a Milpitas Unified School District Board Member) and two (2) alternates appointed by the Mayor and approved by the City Council.

Section 3. Term of Office and Removal

The term of office of Commission members will be three years. Said term will begin October 1 of the first year and expire on September 30th of the third year. Members are expected to attend all meetings. Any member with three or more unexcused absences in a 12-month period shall be reported to City Council with a recommendation for removal from the Commission. Any member of the Arts Commission may be removed from office by a majority vote of the City Council at a regularly scheduled Council meeting. Alternates shall be held to the same terms as regular members, with the expectation that all appointed alternates attend all meetings and will be reported to the City Council with a recommendation for removal from the Commission, when they reached three or more unexcused absences.

Section 4. Vacancies

Vacancies will be filled for the unexpired portion of the same manner as the original appointment.

Section 5. Officers

A Chairperson and Vice Chairperson will be annually selected at the first meeting of the calendar year from the appointed members for a term of one year. The Chairperson will call for meetings and preside over all sessions. In the absence of the Chairperson, the Vice-Chairperson will preside. In the absence of both the Chairperson and Vice Chairperson, the member with highest seniority will preside.

Section 6. Meetings

The Arts Commission shall hold regular meetings on the fourth Monday ~~of the month~~ at 7:00 PM on alternating months, February, April, June, August, October and December. Should a scheduled meeting occur on a holiday, said meeting will be deferred to the same day of the following week. All meetings shall be open to the public. Special meetings of the Arts Commission may be called by majority of the members, Chairperson, or City Council. Notice of any special meeting shall be given as required by law. The Arts Commission will follow Robert's Rules of Order.

Section 7. Quorum

Any four (4) members shall constitute quorum for the transaction of business.

Section 8. Voting

Voting authority is extended to seven (7) members. An alternate member shall vote only if seated in the absence of a regular member. In the event that one regular member is absent, alternate members shall be seated in order of there alternate position.

Section 9. Duties of Committee to be Advisory Only

It is intended that the Commission shall be an advisory agency to the City Council. Nothing herein contained shall be construed as a limitation on the power of the City Council for the administrative staff of the City in their supervision or authority over property or personnel which are under their jurisdiction.

PROPOSED SECTION REGARDING COMMITTEES

Section 10. Designation of Committees

The Arts Commission may designate committees to advise the Commission in the planning or operation of special programs. Such committees shall be designated by the Commission with at least one non-voting Arts Commissioner serving as liaison to the committee.

Section 11. Assistance of Staff

The City Manager of the City of Milpitas shall provide the Arts Commission with such information and staff assistance as the Arts Commission may from time to time request subject to limitations imposed by the City Council. The Recreation Services Supervisor shall attend meetings of the Arts Commission and submit such reports as said Commission may request and as deemed necessary or desirable, subject to limitations imposed by the City Council.

Section 12. Amendments

These Bylaws and operating procedures may be amended by simple majority of those voting at any legal Arts Commission meeting, subject to approval by the City Council.

PASSED AND ADOPTED by the Arts Commission on the 22nd day of January, 2001.

PASSED AND ADOPTED by the Milpitas City Council on the _____ day of _____, 2001.